
**Erie County Technical School
Interim Director's Report
February 2018**

Renovation Project

The scheduled meeting with Greer Hayden, President, and Frank Gargiulo, Planning & Development Coordinator, from HHSDR to tour the Erie County Technical School will occur on March 1, 2018. This walk-about with the HHSDR group, Del VonVolkenburg and Joe Tarasovitch will be the initial start to the second opinion for the project's cost estimate.

Student Learning Objectives

On February 1, the director met with faculty members to set-up their student learning objectives (SLO) for 2017-2018 school year. Using the NOCTI assessment, faculty members reviewed student performance on a pre-test administered in the Fall, identified a low performing competency area, and determined their ability to improve performance in that area. The results of the SLO will be determined at the end of April when NOCTI post-test results will be available

Food Service Department

Due to the concerns from the "Classified" unit's leadership, a meeting was held on Tuesday, February 6, 2018 to address their personnel concerns and questions. The business manager, human resource coordinator, and interim director met with a group of "Classified" employees and their leadership to address the plans for the Food Service Department and any job openings.

The possible personnel changes were discussed with the Federation and the impacted staff members. The staff members were encouraged to apply for any posted openings for an instructional aide position that would be open due to a retirement.

Personal Finance & Business Math Class

The Business Finance Math class status has been reviewed with the Guidance Counselors, Principals, and Superintendents. The decision has been agreed upon to complete the "Business" portion of the class in the 2018-19 school year. The logic behind the decision was to ensure the juniors enrolled during the 2017-18 school year would have the opportunity to gain a "full" math credit with the completion of the "Business" portion of the curriculum during their senior year. The Personal Finance & Business Math course then be withdrawn from the Erie County Technical School's offering in the 2019-20 school year.

Enrollment Review – Admin Procedure 126

Each February the administration and staff review enrollments for the coming year. The review process is to identify the programs that operating at both a high level and a low level in regards to student enrollment. The process also is a launching point to determine if any program is required to be placed into the corrective actions process. Of the 18 programs, five were below the expectation, and one of those was one student low.

The Administrative Procedural 126 review will be presented to the Superintendents in the March PAC meeting.

School Resource Officer

Mr. Tarasovitch has called the Safe Schools Office of Pennsylvania Department of Education to request an extension for the grant funds for the School Resource Officer. The grant funds were assigned to the 2017-18 and 2018-19 school years, but with the transition of the administration, the process was not completed for the 2017-18 school year. During the initial meeting with Sheriff Loomis, a two-year contract would be required, thus the request for an extension. Further information be follow after the communication with the Safe Schools Office returns a decision

Director's Meetings—February 2018

The director's recent and scheduled meetings include:

- ❖ *After School Faculty Meeting*; ECTS; February 1; meeting with faculty to develop the instructors Student Learning Objectives-SLO
- ❖ *Professional Advisory Council*; ECTS; February 2; meeting with superintendents
- ❖ *Career Street Business Plan Committee*; ECTS; February 6; with Terri Birchard, Jennifer Pontzer, Sam Ring, and Justin Gallagher; discuss Career Street's product development
- ❖ *Food Service Department Meeting*; ECTS; February 6; with Nutrition Inc Group: Melissa Kingen, Marla Perseo, Terri Birchard, Natalie Fatica, Marty Burnham, Rosanne Gangemi, and the Food Service personnel; to discuss department closure or alternative
- ❖ *Career Street Advisory Board Meeting*; PNC Bank; February 12; Jennifer Pontzer discussed the activities of the organization.
- ❖ *Iroquois School Board Meeting*; ECTS; February 12; hosted the Iroquois Building Committee session at ECTS. Briefly discussed the proposed "Building project and conducted a tour of the ECTS building.
- ❖ *Board President Agenda Review*; H&H Machining; February 16; with Andy Foyle; to discuss agenda
- ❖ *Joint Operating Committee Meeting*; ECTS; February 22; monthly meeting